

## NOTICE AND AGENDA

Notice is hereby given that the Planning Commission of Millville City will hold a meeting on Thursday, **April 2, 2015** in the Millville City Office, at 510 East 300 South, Millville, Utah, which meeting shall begin promptly at **8:00 p.m.**

1. Roll call
2. Opening remarks/Pledge of Allegiance.
3. Review and approval of agenda
4. Review and approval of minutes from February 5, 2015.
5. Action Items:
  - A. Request for Sign Permit from Julie Redd at Sign Pro. The sign will be for 'The Smooth Shop' located at 695 W. 1700 S. bldg. 8, Millville, in the Zollinger Commercial Warehousing area.
  - B. Review and approval for zoning clearance for building permit by R. Michael and Elsie Kelly to replace existing front porch of residence at 215 South 100 East Millville, UT 84326.
6. Discussion Items:
  - A. City Council Reports – review minutes from February 12, February 26, March 12, and March 26, 2015.
  - B. Agenda items for next meeting.
  - C. Other.
7. Calendaring of future Planning Commission Meeting.
8. Assignment of Representative to next City Council Meeting.
9. Adjournment.

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during public meetings should notify Adria Davis at (435) 213-0787 at least three working days prior to the meeting.

Notice was posted on March 30, 2015 a date not less than 24 hours prior to the date and time of the meeting and remained so posted until after said meeting. A copy of the agenda was sent electronically to the Utah Public Meeting Notice Website at (<http://www.utah.gov/pmn/index.html>) on March 30, 2015.

  
\_\_\_\_\_  
Adria Davis, Secretary  
Millville City Planning & Zoning Commission

4.

## ***MILLVILLE PLANNING COMMISSION MEETING***

**City Hall - 510 East 300 South - Millville, Utah**

**February 5, 2015**

### **1. Roll Call:**

Chairman Jim Hart, Commissioners Lynette Dickey, Bonnie Farmer, and Garrett Greenhalgh.

### **Others Present:**

Development Coordinator Harry Meadows, Council members Michael Callahan and Julianne Duffin, Bob Bates, Martha Balph, Martin Carlsen, Jason Leishman, Wendy Wilker, Cindy Gooch, Scott Walker, Geraldine Niederhauser, Gary Neiderhauser, Steven and Melody Taylor, JoAnn Thompson, Shanna Petersen, Rob and Rose Mary Jones, Patricia Cronin, and Ryan Zollinger. Secretary Adria Davis recorded the minutes.

### **2. Opening Remarks/Pledge of Allegiance**

Chairman Hart opened the meeting at 8:01 p.m.  
He led those present in the Pledge of Allegiance.

### **3. Review and Approval of agenda**

The agenda for the Planning Commission meeting of February 5, 2015 was reviewed. A motion was made by Commissioner Dickey to approve the agenda as outlined. Commissioner Farmer seconded. Commissioners Dickey, Farmer, Greenhalgh, and Hart voted yes, with Commissioner Lewis (Alt.) absent and Commissioners Thompson and Smith (Alt.) excused.

**Commissioner Larry Lewis (Alt.) arrived at the meeting at this time.**

### **4. Review and Approval of the Minutes of the Planning Commission Meeting**

The minutes for the meeting of January 15, 2015 were reviewed. A motion was made by Commissioner Dickey recommending approving the minutes as outlined. Commissioner Greenhalgh seconded. Commissioners Dickey, Farmer, Greenhalgh, Hart and Lewis (Alt.) voted yes, with Commissioners Thompson and Smith (Alt.) excused.

### **5.A. PUBLIC HEARING regarding changes to Fencing Ordinance 17.40.050 D**

Chairman Hart opened the hearing to public comment at 8:05 p.m.

There were no public comments.

Chairman Hart moved to close the public hearing. Commissioner Lewis (Alt.) seconded. Commissioners Dickey, Farmer, Greenhalgh, Hart and Lewis (Alt.) voted yes, with Commissioners Thompson and Smith (Alt.) excused.

### **5.B. Consideration for recommendation to the City Council regarding Fencing Ordinance**

Commissioner Dickey made a recommendation to the City Council to change the wording on Ordinance 17.40.050 D as outlined. Commissioner Farmer seconded. Commissioners Dickey, Farmer, Greenhalgh, Hart and Lewis (Alt.) voted yes, with Commissioners Thompson and Smith (Alt.) excused.

### **5.C. PUBLIC HEARING to receive public input on the Millville General Plan Draft and the Parks & Trails Master Plan Draft**

Chairman Hart moved to open the public hearing at 8:10 p.m.  
Public comments were as follows:

Bob Bates – ‘Country living at its finest’ isn’t consistent with the high density housing referenced in the master plan.

The annexation area above the deer fence is a concern.

Chairman Hart explained that this area may or may not have a future possibility for being annexed, however in order for it to even be considered it must be included in the master plan as a potential area of annexation. Development Coordinator Meadows added that the property owner must first petition the city before any annexation is even considered.

Bob – showed an interest in the city property at 100 North and 200 East, wondering what its future use would be, as the neighboring cemetery continues to grow and expand.

Had a concern with the road at 550 East, and how that would affect those property owners.

Is concerned with the associated costs to each individual homeowner that would come with connecting to the sewer. His research from Providence homeowners showed their connection costs ranging from \$5,000 to \$15,000 for connecting to the city sewer line. There are many residents on fixed incomes that cannot afford this type of expense.

Believes the unchecked growth of the city is causing them to scramble to keep up (i.e. water acquisitions, high nitrate levels in the wells being flushed with Garr Springs water).

Rob Jones – Questioned if the city would be changing the zoning for the proposed future park development areas. Wants to keep the residential zoning on their property the same.

Marty Carlson – owns property in the area of 550 East and 300 South. The proposed road on the master plan would run right through his property and he expressed his opposition to this road.

Scott Walker – from the Utah Division of Wildlife Resources.

Concerned with the annexation area above the deer fence. Having their land as part of a city can be a conflict for them (i.e. firearms ordinances). They will never request annexation into our city, and request that this area be removed from our future annexation maps.

Mike Callahan – The plans for future parks and recreation could cost the city a lot of money in acquisition, development and maintenance. He cautions against getting in over our heads and taking on too much expense/debt in funding these projects.

Wendy Wilker - Opposed to the road connecting 550 North to 450 North.

Some roads on the master plan are marked as ‘arterial’ and some as ‘connector’ roads. Will they really end up being used that way or will the roads just draw more traffic from Providence or the school? Are we working with Providence city to connect roads and funnel traffic through both cities?

They purchased the agricultural ground because that is how they wanted to live. They would like to see outcomes that are favorable for all, where all neighbors are treated fairly, not just one or two.

The roads and growth do not match up with the future land use goals of ‘maintain rural character’ and ‘preserve open space’.

Wendy Wilker cont. - If the 550 north road goes through that would cut down the size of their property to the point that they would no longer qualify for green belt status, resulting in an increased financial cost to them.

Martha Balph – submitted written comments. Her letter is attached.

Chairman Hart made a motion to close the public hearing. Commissioner Greenhalgh seconded. Commissioners Dickey, Farmer, Greenhalgh, Hart and Lewis (Alt.) voted yes, with Commissioners Thompson and Smith (Alt.) excused.

**5.D. Consideration for recommendation to the City Council regarding the General Plan and Parks & Trails**

The commissioners discussed/addressed each of the topics of concern that had been brought up by participants of the meeting. All items on the master plan are not set in stone; they are possible ideas for the future if/when the city chooses to expand. If they are not included in the plan then they cannot even be considered possibilities.

**Parks-** The clouds are only a representation of ‘suggested’ future park opportunities based on modeling of population density. It is not mandatory that parks be built in those locations, the city ultimately decides where to build them. One example of park development is the Mond Aire Heights Subdivision who will be including a 1-acre retention pond/park as part of their development.

**Annexation-** all requests for annexation into the city must come from the landowners. The land above the deer fence could one day be a nature park or other possibilities. Some land in that area is already owned by the city.

**Sewer-** The nitrate levels in the wells are partially due to the growing number of septic tanks, however at this time the city has no mandate to move to a sewer system. Millville has invested in a connection to Nibley’s sewer line for future possibilities when we reach that growth level, but no changes are currently being made to require sewer connections.

**Roads-** The city must have a plan for where they would eventually like their roads to develop. This doesn’t always take shape as planned, because other cities can change their plans or move their connecting roads. In many cases it is the developers who end up putting in the roads, not the city. However, the city must give them a guideline of where those roads are allowed.

Commissioner Lewis (Alt.) was concerned about the new road connecting 450 N. to 550 N.; stating that there are already many accidents at that intersection. He is opposed to connecting those two roads. He also asked if there was any way to make these transitions easier on the landowners.

Chairman Hart made a motion to recommend to the City Council the proposed General Plan Draft and the Parks & Trails Master Plan Draft; with the suggestion that the phrase ‘Future Park Vicinities’ on the attached maps be reworded to show a more reader friendly idea of a ‘suggested’ area vs. a required site.

Commissioner Greenhalgh seconded. Commissioners Hart, Dickey, Greenhalgh and Lewis (Alt.) voted yes, Commissioner Farmer voted no, with Commissioners Thompson and Smith (Alt.) excused.

**6.A. City council report**

The commissioners received a copy of the minutes from the January 22, 2015 City Council meeting. There were no comments.

**6.B. Agenda Items for Next Meeting**

Possible minor subdivision  
Possible accessory building

**6.C. Other discussion items:**

Reminder of the winter social on Saturday, February 7, 2015 at 6:00 p.m.

An inquiry was made as to which commissioners were ready to move ahead with digital or electronic documents. Most indicated they would be fine with accessing the documents digitally. A few would still prefer receiving paper docs in addition to the electronic forms (Commissioners Hart and Lewis).

**7. Calendaring of future Planning and Zoning Meeting**

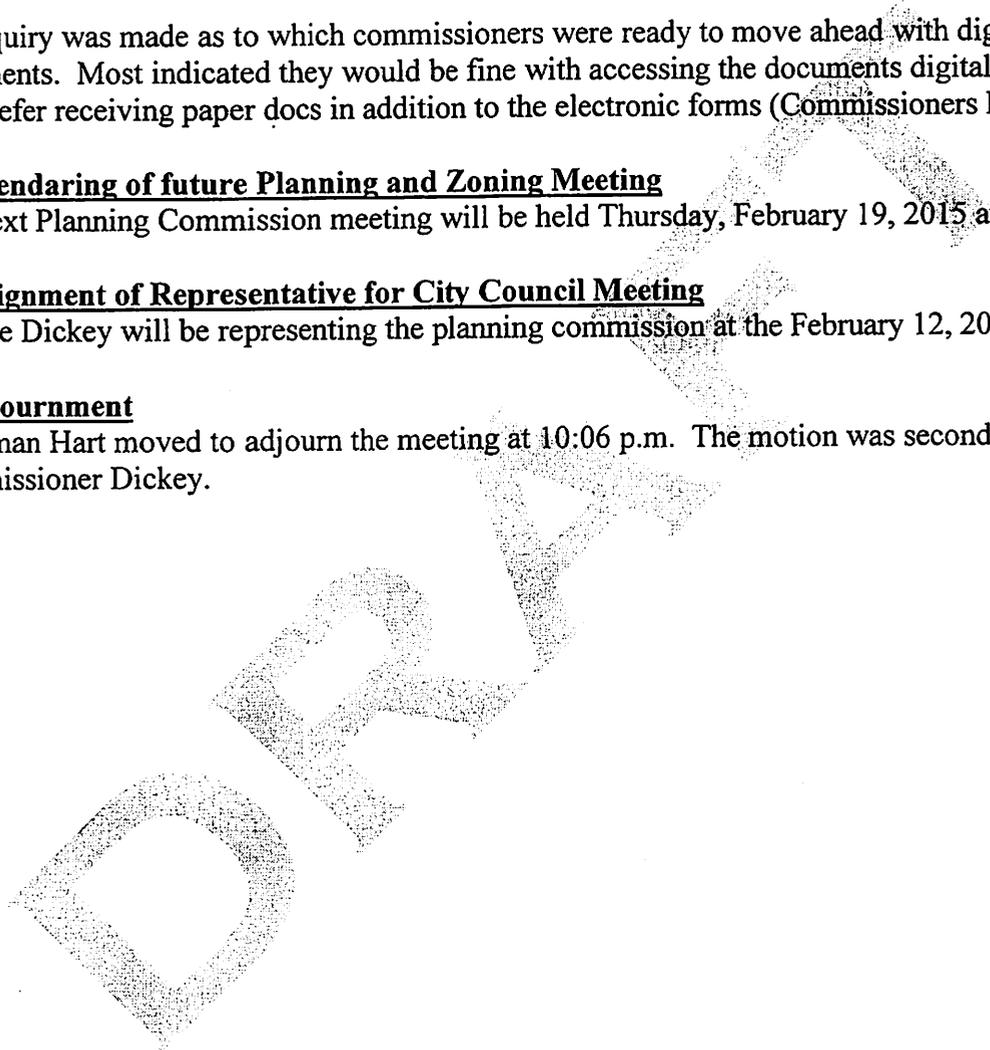
The next Planning Commission meeting will be held Thursday, February 19, 2015 at 8:00 p.m.

**8. Assignment of Representative for City Council Meeting**

Lynette Dickey will be representing the planning commission at the February 12, 2015 meeting.

**9. Adjournment**

Chairman Hart moved to adjourn the meeting at 10:06 p.m. The motion was seconded by Commissioner Dickey.



5.A.

CITY OF MILLVILLE, UTAH  
SIGN PERMIT APPLICATION

435-787-1999

APPLICANT INFORMATION

Sign Pro  
642 West 1000 N. #105  
Logan, UT 84321

Name: The Smooth Shop Telephone: 435-729-9430

Address: 695 West 1700 South #8 Fax: \_\_\_\_\_

City/State/ZIP: Millville, UT e-mail: meagan.julie@signpro.biz

\*\*Do you have a business license with Millville City?  Yes  No \_\_\_\_\_

DESCRIPTION OF SIGNAGE PROJECT

Parcel No: \_\_\_\_\_

Permanent Sign

Address: 695 West 1700 South #8

Temporary Sign

Plan: A 7.5' x 4' oval cut sign made out of  
aluminum installed on building.

APPLICATIONS FOR SIGN PERMITS FOR PERMANENT SIGNS MUST INCLUDE THE FOLLOWING:

1. A **site plan** drawn to scale which *specifies the location of the sign structure, or drawings or photographs* which show the scale of the sign in context with the scale of the building if the sign is to be mounted on the building;
2. Colored rendering or scaled drawing including dimensions of all sign faces, descriptions of materials to be used, manner of construction and method of attachment;
3. A complete signage plan for any commercial building which houses more than one use. This must be submitted prior to issuance of a permit for any one sign on the building;
4. This sign permit application form
5. Building permit application on a form provided by the city planner;
6. Appropriate fees.

\*PLEASE DIRECT ANY QUESTIONS TO MILLVILLE CITY PLANNER, MEAGAN HADFIELD. 435-750-0924

**APPLICANT SIGNATURE**

I have submitted all required plans and reports for this application and agree to submit any other reports, plans, and information deemed necessary by the Planning Commission, City Council, or City Engineer, at my expense. I agree to pay the non-refundable Sign Permit Application fee with this application, payable to Millville City Corporation, upon approval of my permit.

Applicant Signature: Quin Riddell Date: 3.26.15

**CITY REVIEW (TO BE COMPLETED BY CITY PERSONNEL)**

Y N

**SIGNATURE OF REVIEWER**

- Received Sign Permit Application fee \_\_\_\_\_
- Submitted Building Permit Clearance \_\_\_\_\_
- Requires other reports, plans or info. List: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
- Does the sign require electricity?

**CONDITIONS**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**APPROVAL OF SIGN PERMIT APPLICATION (VOTE OF THE PLANNING COMMISSION)**

Y N

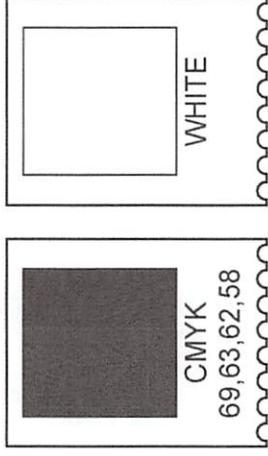
**SIGNATURES**

- PLANNING COMMISSION GRANTS APPROVAL. \_\_\_\_\_
- APPLICANT AGREES TO THE CONDITIONS, IF ANY. \_\_\_\_\_

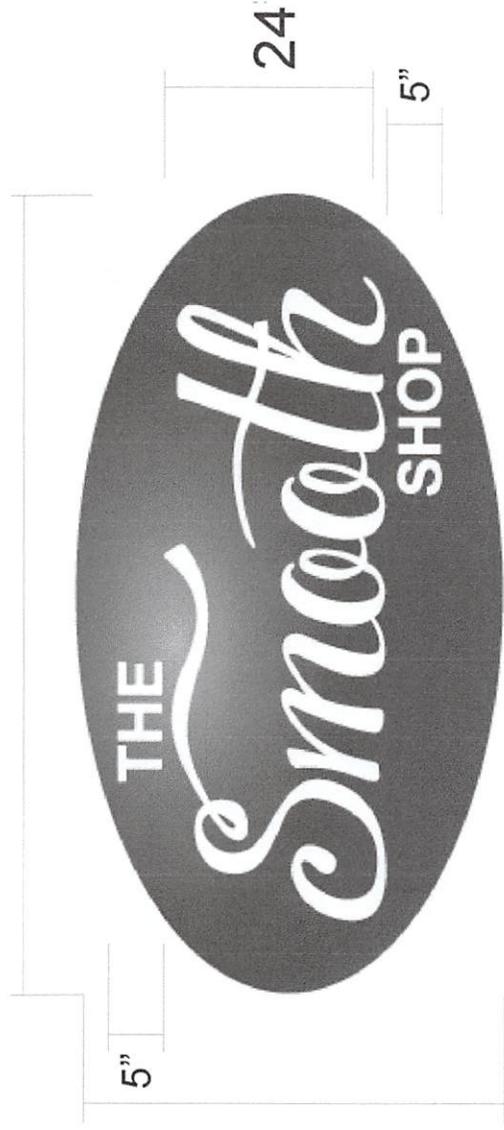
NORTH FACE



695 W 1700 S Bldg 8 Logan, UT 84321.



89.5"



48"

Client:



Start Date:  
Last Revision:  
Job#:  
Revision#:  
Page: 1

Client Approval  
Landlord Approval

Sales Rep: **Matt Redd**  
Designer: **Otto**

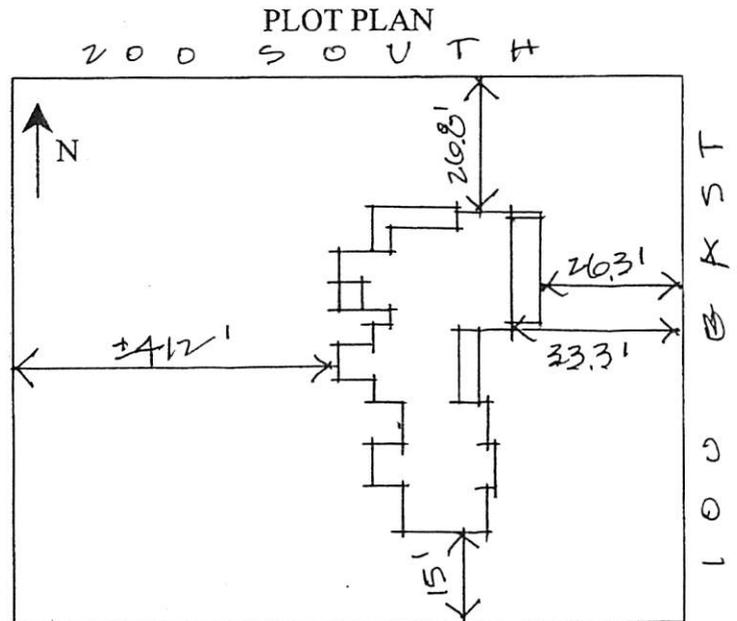
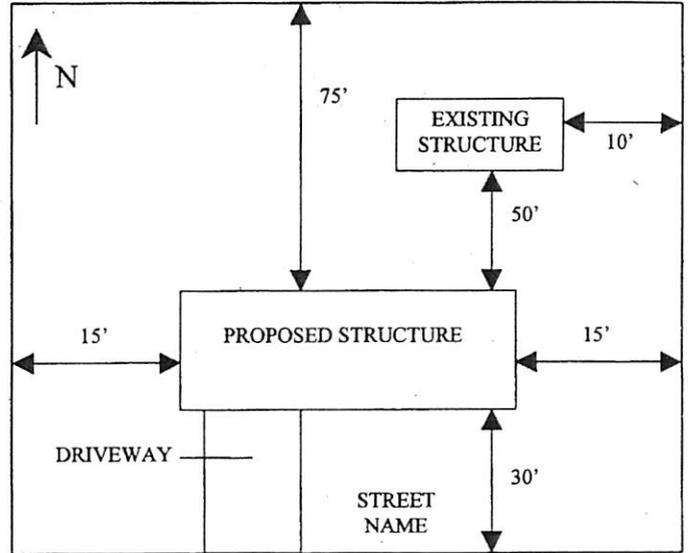


MILLVILLE CITY  
ZONING CLEARANCE FOR BUILDING PERMIT  
THIS FORM EXPIRES 60 DAYS FROM DATE OF APPROVAL

APPLICATION INFORMATION

1. R. MICHAEL & ELSIE KELLY  
APPLICANT'S NAME
2. PO BOX 469  
MAILING ADDRESS
- MILLVILLE, UT 84326  
CITY STATE ZIP CODE
3. 753.9575 4. 753.2955  
HOME TELEPHONE BUSINESS TELEPHONE
5. \_\_\_\_\_  
OWNER'S NAME (if different from applicant)
6. FRONT PORCH  
TYPE OF STRUCTURE
7. 210 8. \_\_\_\_\_  
SQUARE FOOTAGE ZONE
9. \_\_\_\_\_  
SUBDIVISION NAME AND LOT NUMBER (if applicable)
10. 03 - 035 - 006  
TAX IDENTIFICATION NUMBER
11. 215 SOUTH 100 EAST  
ADDRESS OF CONSTRUCTION
12. 2.5 AC. 13. \_\_\_\_\_  
LOT SIZE LOT ELEVATION
14. SEWER  SEPTIC TANK  N/A   
(choose one)
15. CITY WATER  PRIVATE WELL  N/A   
(choose one)
16. ELECTRICITY  GAS  OTHER UTILITY   
(specify in remarks)
17. REPLACING EXISTING PORCH.  
REMARKS

SAMPLE PLOT PLAN  
(numbers do not represent required setbacks)



APPROVED - PLANNING AND ZONING

DATE

FEES PAID - TREASURER

DATE

This property is being approved for building permit issuance as indicated above. Any change in the type or placement of the structure is not allowed. This clearance is not a waiver of compliance with either the zoning ordinance or the building codes. Millville City Form 101 - 15 Nov. 2003 (previous edition is obsolete)

# Millville City Corporation

Millville, Utah 84326

## ACTION BY THE BOARD OF ADJUSTMENT

Applicant's Name Michael and Elsie Kelly  
Address of Property concerning in Request 98 East 200 South  
Date February 15, 1994 Case No. 0013

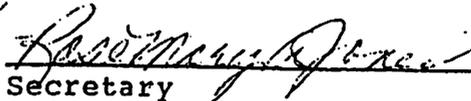
The Board of Adjustment has reviewed the matter referred to in the above mentioned case number and has granted the request for the following reasons:

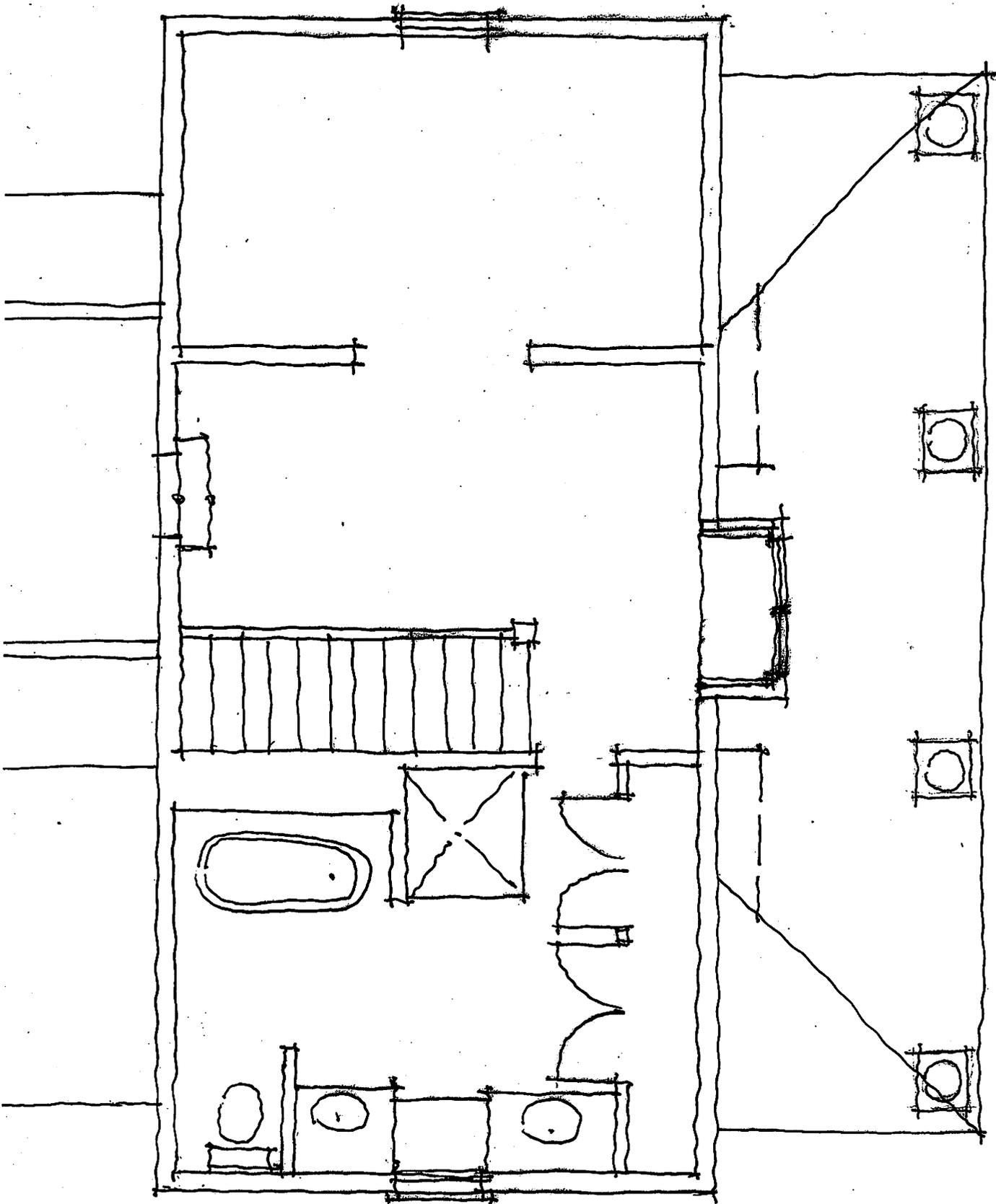
1. The literal enforcement of the zoning ordinance would cause an unreasonable hardship and would prevent restoration to enhance the home.
2. Special circumstances found: the original foundation from the porch is still showing and gives the guideline for the 7' restriction; the home is a vintage home and restoration to the original state will enhance the community.
3. The board felt there are other porches in the same district that have the same dimensions; therefore, it is essential to grant the variance to enable the owner the same property rights as others.
4. The variance will not substantially affect the master zoning plan of the community and this will add value to neighboring homes.
5. No public opposition was received regarding this request.
6. The spirit of the zoning ordinance is preserved.

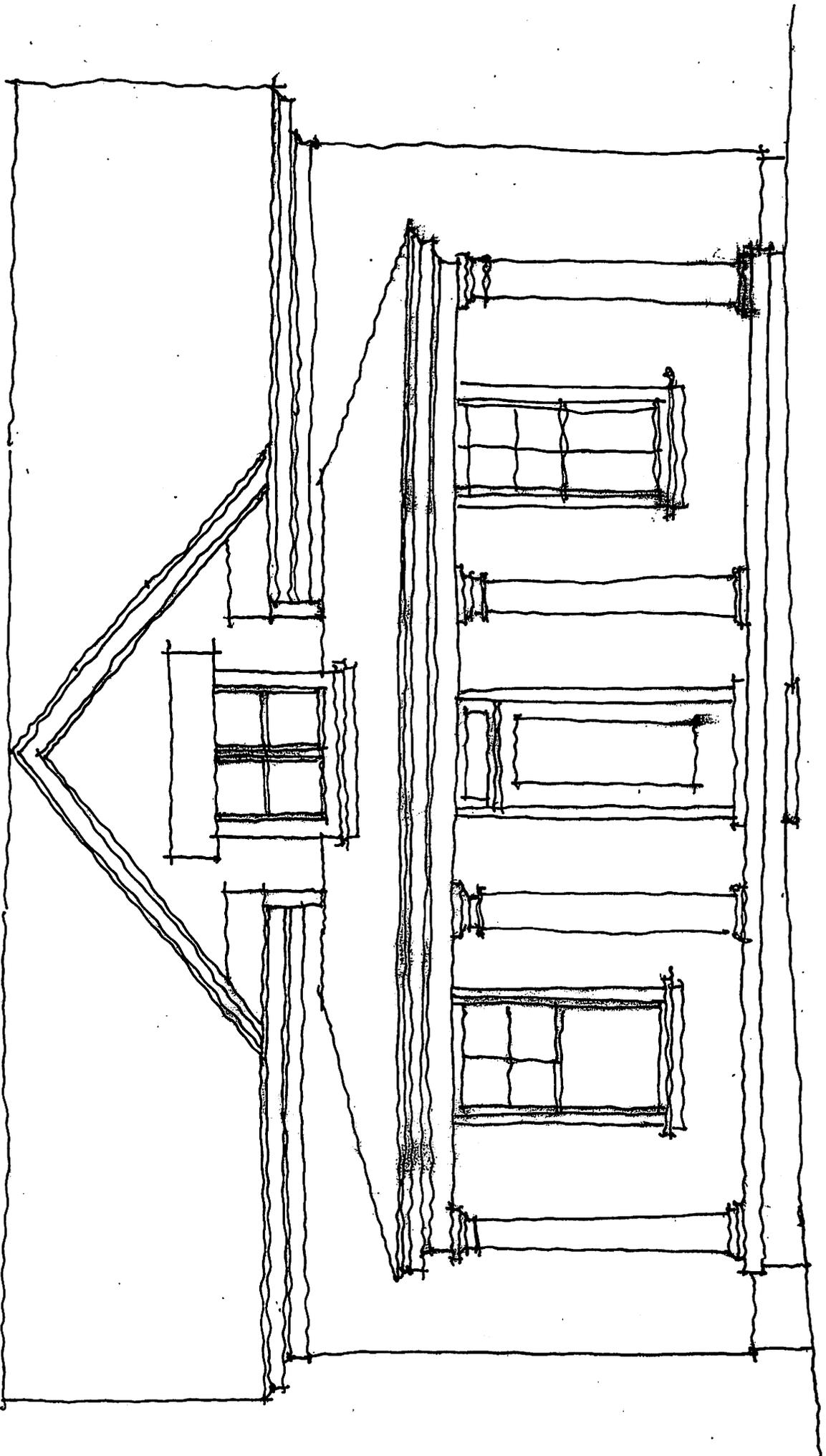
Hearing on this request was advertised Monday, February 14, 1994 in the Herald Journal. (Information supplied for printing on February 9, 1994.) Posted on February 9, 1994.

Hearing on this request was held February 15, 1994

Board of Adjustment

  
Secretary





6.A.

**MILLVILLE CITY COUNCIL MEETING**  
**City Hall - 510 East 300 South - Millville, Utah**  
**February 12, 2015**

**PRESENT:** Michael Johnson, Michael Callahan, Cindy Cummings, Julianne Duffin, Ryan Zollinger, Rose Mary Jones, Tara Hobbs, Gary Larsen, Harry Meadows, Wendy Wilker, JoAnn Thompson, Bob Bates, Zan Murray, Jake Young

**Call to Order/Roll Call**

Mayor Michael Johnson welcomed everyone calling the Council Meeting to order at 7 p.m. The roll call indicated Mayor Michael Johnson and Councilmembers Cindy Cummings, Mark Williams, and Ryan Zollinger were in attendance with Councilmembers Julianne Duffin and Mike Callahan excused; also Treasurer Tara Hobbs and Recorder Rose Mary Jones were present.

**Opening Remarks/Pledge of Allegiance**

Councilmember Cummings led all present in the pledge of allegiance.

**Councilmember Callahan arrived at the meeting.**

**Approval of agenda and time allocations**

The agenda for the City Council Meeting of February 12, 2015 was reviewed. **Councilmember Williams moved to approve the agenda for February 12, 2015.** Councilmember Cummings seconded. Councilmembers Callahan, Cummings, Williams, and Zollinger voted yes with Councilmember Duffin excused. (A copy of the agenda is included with the minutes as Attachment "A".)

**Reading and approval of minutes of the previous meeting**

The minutes for the City Council Meeting held on January 22, 2015 were reviewed. **Councilmember Cummings moved to approve the minutes from the meeting of January 22, 2015.** Councilmember Zollinger seconded. Councilmembers Callahan, Cummings, Williams, and Zollinger voted yes with Councilmember Duffin excused. (A copy of the minutes are included as Attachment "B".)

**Report on P & Z Meeting held February 5, 2015**

Planning Commissioner Lynette Dickey reported from the Planning Commission meeting held on February 5, 2015. The following recommendations were presented:

- (1) Change in Fencing Ordinance 17.40.050: The Planning Commission had reviewed and recommended to the Council to support the proposed changes. (A copy of this information is included in the minutes as Attachment "C".)

The Council reviewed the proposed changes relating to corner lot requirements for fences. There was discussion about the interpretation of how the proposed ordinance is written.

- (2) Recommendation regarding City General Plan: Commissioner Dickey explained there had been several people question the roads that are included in the plan, and if and when they are planning to be built, as well as the park areas that had been identified. The Planning Commission recommended that the plan identify park areas as 'suggested' places and not 'mandatory'.

**Councilmember Duffin arrived at the meeting at this time.**

From the Commission minutes, there were several areas discussed regarding parks, annexation, sewer, roads, etc.; however, the motion to recommend the plan to the City Council did not address any other items except for the future park vicinities to be changed. Commissioner Dickey felt there were other areas that were to be clarified before adoption beside the park placement. (A copy of the draft P&Z minutes are included as Attachment "D".)

The Council reviewed the Zoning Map and the property which is in Millville City above the deer fence. There was discussion about whether this area should be included in the planning and zoning. It was also questioned if the state has title to the land above the deer fence. Information from the Powers and Duties Handbook as prepared by Utah League of Cities and Towns was reviewed on zoning, specifically areas that are state or federally owned, and whether they should be in our planning.

There was no specific language provided from the Planning Commission for changes discussed with the exception of including 'future park vicinities'.

Superintendent Gary Larsen explained about obtaining land for the upper reservoir in a land swap with property purchased in the north end of the valley by the City and then exchanged for the property for the upper reservoir with the Division of Natural Resources.

There was also discussion about the annexation of the Celco property (eastern property above Millville) and their deannexation from Millville to Providence. This allowed for their development to have sewer.

The Council, upon the recommendation of J-U-B Consultant Cindy Gooch, suggested no changes be made to the General Plan draft; however, they would have the comments from the Planning Commission available for the Council to review.

**Consideration for action regarding Fencing Ordinance and City General Plan as Recommended by the Planning Commission**

**Councilmember Williams moved to set a public hearing to review the general plan on March 12, 2015 at 7:20 p.m.** Councilmember Cummings seconded. Councilmembers Callahan, Cummings, Duffin, Williams, and Zollinger voted yes.

**Councilmember Zollinger moved to continue the recommendation from the Planning and Zoning to change the fencing ordinance 17.40.050 to our next Council Meeting.** Councilmember Callahan seconded. Councilmembers Callahan, Cummings, Duffin, Williams, and Zollinger voted yes.

There was discussion about having the maps that are being proposed updated prior to the public hearing on the General Plan.

**Councilmember Cummings moved to go into the public hearing.** Councilmember Williams seconded. Councilmembers Callahan, Cummings, Duffin, Williams, and Zollinger voted yes.

**PUBLIC HEARING**

**PRESENT:** Michael Johnson, Michael Callahan, Cindy Cummings, Julianne Duffin, Ryan Zollinger, Rose Mary Jones, Tara Hobbs, Gary Larsen, Harry Meadows, Wendy Wilker, JoAnn Thompson, Bob Bates, Jake Young

The purpose of the public hearing was to review proposed revisions to the 2015 City Budget.

There was no public comment.

**Councilmember Cummings moved to close the public hearing.** Councilmember Callahan seconded. Councilmembers Callahan, Cummings, Duffin, Williams, and Zollinger voted yes.

**Consideration for Approval of Revised 2015 City Budget**

Recorder Jones was asked to restate the revisions proposed in the City Budget. She explained the changes are in the general fund for the following line items: revenues - the appropriated fund balance, appropriated road impact fees, CCCOG Grant; expenses - fire, first responders, roads and road impact fee capital outlay, with the totals being updated.

**Councilmember Williams moved to approve the revised City Budget and budget resolution.** Councilmember Callahan seconded. Councilmembers Callahan, Cummings, Duffin, Williams, and

Zollinger voted yes. (A copy of the Resolution and Budget are included in the minutes as Attachment "E".)

### **RAPZ Project Proposal for 2015**

Mayor Johnson and Development Coordinator Harry Meadows discussed the upcoming RAPZ Project Proposal. It was decided to have the project continued from the submittal last year for restrooms by the splash pad.

**Councilmember Zollinger moved to postpone discussion on the RAPZ project proposal for 2015 until the next City Council Meeting.** Councilmember Callahan seconded. Councilmembers Callahan, Cummings, Duffin, Williams, and Zollinger voted yes.

### **City Election Voting Process**

Recorder Jones discussed with the Council the municipal election voting process for 2015. Several communities are considering 'voting by mail' as their election method. The Council was asked for input on how they would like the election to proceed. There were concerns expressed by the staff for doing the voting by mail and certifying the signatures, and also for the postal service within the community. There were comments about going to the polls as a positive part of voting.

**Councilmember Cummings moved to continue with poll voting in the City for the time being.** Councilmember Callahan seconded. Councilmember Williams explained that Vote by Mail is going to be the future method of voting, as the voting machines are now outdated and will not be replaced. Councilmembers Callahan, Cummings, Duffin, and Zollinger voted yes with Councilmember Williams voting no.

### **Presentation on Smart Growth for Cache Valley**

Jake Young who is employed by Civil Solutions Group, Inc. discussed with the Council about Smart Growth for Cache Valley. This is very similar to Envision Cache Valley which had been prepared a few years ago. He expressed appreciation to Millville City enjoying the grid system, felt the people are the best asset, and we have great parks.

He reviewed different growth patterns from pioneers to the present time. He discussed some of the principles for smart growth as: implement mixed land uses, utilize compact building design, create a range of housing opportunities and choices, and create walkable neighborhoods with trails. He reviewed the growth of Hyrum and Smithfield, as they had high schools built in their midst; he felt Millville should be proactive and plan for growth with our new high school coming. He felt both Hyrum and Smithfield had a lot of growth because of these schools built. It was suggested that the population growth may also have come with a sewer system. He emphasized the need for walking and biking trails to enhance a healthy community; also a variety of affordable housing options can be enhancing to the Millennial Age and the older generation with smaller lots being more appealing.

He suggested, with the Master Plan being reviewed, that the lower half of the elementary school property be considered for use in conjunction with the school district for additional park facilities. He used Adams Park in Logan as an example, where it is part for the elementary school and is also used by the City and patrons.

He reviewed the theory of Form Based Codes which helps identify what is to happen, instead of the Ordinance Based Code which outlines with basic text what can and cannot be designed and built. This method is all about the form and not the uses allowed.

It was suggested to work toward some type of a form based code to help with a modeling profile for possible commercial areas that may be developed in the City.

**Closeout of NRCS Project**

Engineer Zan Murray and Superintendent Gary Larsen reviewed with the Council the NRCS Cache County Emergency Watershed Protection Flood Mitigation Project that has been ongoing for the past few years. There was approximately \$9 million expended in the valley, with \$7 million being used by Logan City. The remaining \$2 million was used on projects in Millville, Nibley, and Cache County.

A copy of the cost share summary as well as the project summary were explained. (A copy of the information is included with the minutes as Attachment "F".) The project has been completed and closed out. The City has approximately \$8,200 worth of rock that was purchased for Rip Rap that has not been used to date; there was no proposal as to what to do with the excess rock. The cost to Millville City was approximately \$40,000 which was a 25% match with 75% grant. With in-kind services removed from this total, the actual Millville Project Expense was approximately \$17,500.

**Bills to be paid**

The bills were presented. They are as follows:

Stephanie Eggleston	4.03	General
Tara Hobbs	120.75	Stormwater
Rose Mary Jones	195.04	Water
Adria Davis	13.05	P&Z
Chad Kendrick	215.00	Park
Julianne Duffin	4,051.18	Youth Council/Water
Alicia Nyman	5.26	Community Fair Booth
Rocky Mountain Power—		
North Park	194.31	Park
Street lights	1,123.65	Road
Shop	215.35	Building
Crossing Guard	16.96	Crossing Guard
Ball Park	7.33	Park
North Well	99.03	Water

BILLS (Continued)--

Park Well	87.32	Water
Water Treatment	113.28	Water
Highline Reservoir	790.21	Water
Public Treasurers Investment Fund	7,667.00	Water
Cache County Service Area	10,438.85	Sanitation
Cache County Service Area	1,707.00	9-1-1
Comcast	73.75	General
Peterson Plumbing	282.44	Water
Caselle	125.00	Water
AT&T	49.71	Building
Deluxe Checks	49.19	Water
Riverwoods Conference Center	1,012.32	General
Hickman Land Title	179,000.00	Capital Outlay
Pin Tech Computers	45.00	General
BRAG Area Clerks & Recorders	32.00	General
Jack's Tire & Oil	312.95	Road
Thomson Electric	114.93	Building
Watkins Printing	107.00	General/P&Z
Daines & Jenkins	20.00	Legal
Cache Valley Publishing	150.54	General/P&Z
Bridgerland Cache Animal Hospital	249.70	Animal
Maceys	45.66	General/Christmas
Melanie Nichols	95.41	Christmas
Utah Geological Survey	2,714.45	Water
State of Utah	200.00	Water
Cache Valley Fire Extinguisher	88.00	Water
Rural Water Association of Utah	765.00	Water
Crystal Inn	267.60	Water
Thatcher Company	484.23	Water
Bennetts	137.65	Building
Riverside Carwash	10.83	Stormwater
Lee's Marketplace	650.87	Water
CenturyLink	176.65	Water
Lowes	257.64	Building/Water
Jones Simkins	774.55	ConsultingGen/Water
Salary Register	10,204.64	

**Councilmember Cummings moved to pay the bills for February 12, 2015.** Councilmember Callahan seconded. There was clarification on the Utah Geological Survey bill—this was for the ASR Project in the North Well. Councilmembers Callahan, Cummings, Duffin, Williams, and Zollinger voted yes.

**City Reports**

**Roads/Sidewalks:**

Superintendent Larsen reported about the Safety Crossing lights on Main Street and the repairs needed. When they were installed, it was for safety on state road 238. The County took over this road from the state. Superintendent Larsen explained they did not seem to understand about their ownership for the lights; however, they have had an electrician do the needed repairs. He suggested that this may be brought to the Council in the future having the City taking over this maintenance. Cache County is still willing to mark the crosswalks.

Superintendent Larsen indicated the salt, sand, and snowplow budget appears to be in good shape for the year.

**City Parks:**

Superintendent Larsen reported the carpet for the City Office will begin tomorrow. The carpet layers will be working around various meetings to be held in the office area.

Superintendent Larsen explained there are some surplus items which the City has as follows: chalk board, television, natural gas heater, and 1971 snow plow truck. It was the consensus of the Council to have these items available during the City Celebration for silent bids. There may be more items accumulated over the next few months to add to the list.

Development Coordinator Meadows questioned if a base station for emergency preparedness could be provided in the City Office area where the records are stored. He was asked to find out exactly what is needed; Mayor Johnson indicated there would be room somewhere for this to be housed.

**Culinary Water System:**

Superintendent Larsen reported the ASR project is ongoing with 22 million gallons inserted into the well. There was discussion on whether the water is really being stored in the area or if it has found a gravel vein and will be unable to be recovered. Water will continue to be injected until April 1. At the time when water is withdrawn from the well, it will be more telling about the quality of the water and the nitrates and isotopes that are being tracked.

Bob Fotheringham is going to make a presentation with Millville City representatives about a Water Conservancy District in the valley tomorrow at the City Office; anyone would be invited to participate in this.

Superintendent Larsen reported the City's Garr Spring irrigation shares are proposed to be changed to a municipal use. The application for the permanent change has been prepared. Signatures on the application from the City and Garr Springs are required and will be obtained. The application and fee will then be submitted to the State Engineer for processing.

**Review of Rezone Request by Martha Balph changing the Zoning from Open Space to Residential-1 on Proposed Parcels**

Mayor Johnson reviewed with the Council procedural information and interpretation concerning noticing and land use issues. This was regarding the rezone request by Martha Balph changing the zoning from open space to residential-1 on proposed parcels. There was an extensive discussion on trying to make sure the City is in compliance with this zoning request and making sure the designated procedure is being followed.

It was the consensus of the Council to seek a legal opinion on this rezone, making sure it is completed correctly. Development Coordinator Meadows will talk with Attorney Carlston to obtain additional information on the procedure. This is to be included on the next City Council Meeting agenda.

**Planning Commission Digital Packets**

Recorder Jones reported some of the Planning Commissioners would like to use the digital format for their packets and information. The consensus of the Council was to move forward in implementing this next phase of our electronic system. Jeff Young will be contacted to have the Planning Commissioners set up on the system.

**Planning Commission Appointment**

Mayor Johnson indicated the term of Jim Hart on the Planning Commission is expiring. Councilmember Callahan will contact Mr. Hart to see if he would like to continue serving as a Commissioner. The appointment for the Planning Commission will be on the next Council Meeting agenda.

**Councilmember Reports**

Councilmember Zollinger reported the Miss Millville Pageant is coming along great. This is being made into more of a scholarship activity and the committee is currently looking for sponsors. There will be a queen with attendants chosen. There will also be six Little Miss Rodeo Princesses chosen in conjunction with the event; these will be girls with ages 5 – 7 years old. They will ride in the parade and will say the pledge of allegiance at the City Celebration.

Councilmember Callahan questioned the accessibility to the museum area for making preparations for the City Celebration.

Councilmember Duffin will not be in attendance at the next Council Meeting because of the Rural Water Association Conference. She reported on the tentative schedule for the City Celebration as follows: morning – North Park: 7 a.m., fun run; 8 a.m., tennis tourney final?; 11 a.m. or 1 p.m., water fight with firemen; afternoon – South Park: 4:30 p.m. parade; 5 p.m. specialty car show; 5:15 p.m., kids rodeo; 6 p.m. – dinner; 6:30 p.m.; entertainment – Cache Community Band? Other evening activities may include: sponge the clown, cotton candy or snow cones, face painting, dunk machine? The Youth Council will report on this again at the March 26 Meeting.

#### **Other items for Future Agendas**

Recorder Jones indicated there is legislation being proposed about having all of the audio for meetings streamed live; this is just being proposed.

Recorder Jones also informed the Council about the information that is being included on the Public Notice Website, including packet information and attachments to the minutes.

Mayor Johnson reported he had received information from the Cache County School District regarding their proposal for the school project. This information will be forwarded to the Councilmembers for their review.

Mayor Johnson also reported the purchase of property at 565 North Main is completed. There will be negotiations with property owners regarding the proposed 450/550 road project forthcoming.

As Councilmember Williams is over road infrastructure, he was asked if he would like to be on the negotiation committee to work through some of the concerns; he declined the offer. Councilmember Callahan indicated he would be willing to serve on this, as a representative for the Planning Commission.

#### **Adjournment**

**Councilmember Cummings moved to adjourn the meeting.** Councilmember Zollinger seconded. Councilmembers Callahan, Cummings, Duffin, Williams, and Zollinger voted yes. The meeting adjourned at 9:30 p.m.